



## **Community Development** **REQUEST FOR PROPOSAL**

**OWNER:** MILLE LACS BAND OF OJIBWE  
43408 OODENA DRIVE  
ONAMIA, MN 56359

**DATE ISSUED:** November 27, 2023

**BID DATE:** December 13, 2023

**PROJECT:** 45437 Timber Trails Rd, Onamia MN

**TO:** QUALIFIED GENERAL CONTRACTORS

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED  
HEREIN.**

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The Mille Lacs Band of Ojibwe, Community Development office will be accepting sealed lump sum bids for a residential renovation located at 45437 Timber Trails Rd, Onamia, MN. Bids will be due Monday, December 13, 2023 at 3:00 PM. Bids received will be opened and qualified by the Mille Lacs Band of Ojibwe on Thursday December 14, 2023 at 10:00 AM.

**A mandatory pre-bid site visit will be held on Tuesday December 5, 2023 at 11am.**

### **General Notes:**

1. It is the Contractors responsibility to identify any and all discrepancies in the scope of work, not meeting Industry Standards or that which is inconsistent with the International Residential Code (IRC), and Mille Lacs Band of Ojibwe 2016 MLB Project Specification Book.
  2. All electrical wiring, apparatus and equipment for electric light, heat and power, technology circuits or systems shall comply with the rules of the Department of Commerce or the Department of Labor and Industry, as applicable, and be installed in conformity with accepted standards of construction for safety to life and property.
  3. Contractor must reconnect all utilities, service panel or service feed. Also includes gas, propane. Include such equipment or materials identified in the pre-bid conference.
  4. Contractor will secure all permits and fees.
  5. Contractor is responsible for a thorough investigation of the scope of work.
  6. Contractor will repair any damage to the property or structure created by the scope of work.
  7. NO WORK SHALL BE PERFORMED UNTIL ALL REQUIRED PERMITS HAVE BEEN ISSUED AND COPIES IN THE POSSESSION OF THE PROJECT COORDINATOR AND /OR MILLE LACS BAND BUILDING OFFICIAL.
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**Work Scope Description:** Unless otherwise noted all work shall be completed according to the 2016 MLB Spec Book.

**Exterior:**

1. Demo existing windows and replace with Spec Thermotech sliding vinyl windows that meet egress requirements. Adjust siding to fit new windows. Install j-channel and 2" white brick mould and caulk around perimeter.
2. Demo and replace damaged; or supply and install missing gutter and downspout components, including leaf guards.
3. Contractor shall clean out all gutters.
4. Demo front steps and deck down to the frame. Provide labor and materials to reconstruct with all new decking, handrails, spindles and stairs.
5. Demo and replace front storm door. Include chain kit.
6. Demo and replace both bath venting boots. Replace shingles as needed. Match existing.
7. Remove old furnace exhaust. Supply all sheathing, underlayment, ice & water and shingles to patch the opening after remove. Match existing.
8. Demo rear deck, steps and landing down to the frame. Make adjustment to level the deck (as it's slightly sloping). Provide labor and materials to reconstruct with all new decking, handrails, spindles, ramp, stairs and overhead trellis. Do not attach trellis to house roof.

**Interior:**

1. Patch and texture water damaged ceiling drywall and to cover hole in rear hallway closet ceiling left from removed furnace exhaust. Supply and install new attic insulation as needed to fill void and replace any wet insulation found. Include patching poly. Continue with primer and painting per interior work scope item #3.
2. Patch and texture water damaged interior ceiling drywall surfaces in rear hallway, pantry closet and hall bathroom. Supply and install new attic insulation to replace wet insulation found above the shower in the hall bathroom, as needed. Include patching poly. Continue with primer and painting per interior work scope item #3.
3. Prime and paint all interior ceiling drywall surfaces. All (new and existing) texturing to match as closely as possible. Prime all ceiling drywall with Zinsser mold killing primer. Repaint all drywall ceiling surfaces Dover White. When complete, all the paint and texturing is expected to look as uniform as possible.
4. Demo and replace all smoke detectors with spec combo smoke c/o detector to meet code compliance.
5. Provide and install all new window extension jambs and casing to match existing finishes. Include spray foam during installation.
6. Electrical: Include \$3,500 allowance in base bid to complete electrical repairs found when investigating: rear bathroom outlet; hallway bath outlet and light fixture; SW bedroom outlet; and kitchen florescent overhead light. Include demo and replace of bathroom fixture and kitchen florescent light fixture with all new bulbs. New fixture to match as close to possible to existing.
7. **Flooring**
  - a. Demo and replace all carpeted areas, to include supply and install spec underlayment with floor leveler. Include area near front door that is currently vinyl. Product selection: Mohawk Smart Strand Forever Clean, textured, Memorable View style; Ancient Marble.
  - b. Demo kitchen flooring and underlayment (if any). Grind and prep subfloor as needed for a neat even finished appearance, including floor leveler, if needed. Supply and install Shaw Infinite 12 luxury vinyl plank flooring. Install per manufacture's specifications. Homeowner will select color.
  - c. Note: Homeowner wants to remain in the house throughout construction. As such, flooring will need to be completed in 2 stages with furniture being moved from one side of the

house to the other; or furniture being moved to the basement as each half is completed. Contractor shall assume they will be assisting with furniture moving.

8. Supply and install new bottom for kitchen sink cabinet. Include melamine liner.
9. Demo and replace all kitchen sink, faucet and side sprayer.
10. Demo and replace vented range hood per Spec Book.
11. Demo and replace bath fans with Panasonic FV-05-11VKSL2 model, vented to the exterior. Include Condensation Module FV-CSVK1. (both bathrooms)
- 12. Hall Bathroom:**
  - a. Demo existing tub/shower and shower trim kit.
  - b. Supply and install new low threshold shower pan. If a pan matching the existing drain cannot be found, make necessary adjustment to modify plumbing.
  - c. Supply and install acrylic wall panels to replace surround. Contractor shall reenforce framing and install backer as needed to support grab bar installation and fold down seat.
  - d. Modify existing shower valve assembly to eliminate tub spout (shower function only) Remove shower head and install Moen handheld showerhead combo with slide bar (Moen 3667EP) chrome finish.
  - e. Contractor is responsible for any carpentry and finish work necessary for install of new shower.
  - f. Patch, tape and texture drywall around the new tub as needed (include new drywall above shower wall panels up to ceiling), including any adjustment for difference in shower sizing; prime and paint and finish per interior work scope item #3.
  - g. Demo and replace toilet stool per Spec Book.
  - h. Demo and replace 21"x24"" vanity cabinet. Reinstall existing top and faucet. Match existing finishes.
  - i. Demo existing flooring. Demo and replace underlayment and subfloor. Supply and install Shaw Infinite 12 luxury vinyl plank flooring. Homeowner will select color.
- 13. Basement Entry Door:**
  - a. Construct framing to create a landing no less than 3'x3' at the bottom of the stairs to the basement. 2'x4' framing to be anchored to the floor and drilled into the block walls. Insulate walls with R11. Hang Durock with tight seams to finish the walls.
  - b. Install a 3' interior pre-hung in-swing door per Spec Book. Match existing finish of other interior doors.
  - c. Supply and install knob per Spec Book. Match existing interior door hardware.
14. Supply and install a King 60 in 120-volt 1500-watt electric baseboard heater along the stairway wall to the basement. Include any necessary electrical upgrades required.
15. Supply and install insulation, materials and tape as needed to patch up the bellypan.
16. Contractor shall include 0.5% TERO tax fee in base bid. Submission of receipt for paid TERO fees required with application for final payment.
17. Construction shall be permitted through the MLBO. Please ensure that you bid according to the updated permit fee schedule.

*Specified Product Substitutions: All proposed product substitutions must be approved by the Project Coordinator 5 days prior to bid. Any approved substitutions, will be made available to all bidders.*

**Bid Alternate #1 (Bathroom Deducts):** Provide deduct cost for each item, if homeowner supplies new toilet stool and vinyl flooring in bathroom (not underlayment or subfloor).

**Bid Alternate #2 (Rear Deck Deduct):** Provide deduct cost if contractor only levels the rear deck and replaces hand rails.

**Bid Alternate #3 (Bathroom Deduct):** Provide deduct cost if all work listed under interior work scope item #12 is deleted.

**Bid Alternate #4 (Basement Entry Door Deduct):** Provide deduct cost if all work listed under interior work scope item #13 is deleted.

## **Contacts:**

Interested bidders shall contact Carla Dunkley at 320-630-2495 or by email at [carla.dunkley@millelacsband.com](mailto:carla.dunkley@millelacsband.com) to be included on the bidder's list in the event that any addendums are issued for this project.

## **Mobilization and Project Schedule:**

1. The Contractor shall be capable of mobilizing his equipment, crews, and subcontractors within 30 days of a fully executed contract.
2. Project will be substantially complete within 180 days of fully executed contract. Weather dependent exterior items may be allowed to exceed this timeframe with prior approval of project coordinator.
3. General contractor expected to immediately, upon receipt of fully executed contract, source all required materials and products required for the project. Contractor must immediately notify project coordinator of items with long lead times that may impact project schedule.
4. Contractor shall provide means and methods for all building phases of construction.
5. Liquidated damages for exceeding specified timeframes will be in all contracts.

**COMMUNITY DEVELOPMENT/PROJECT MANAGEMENT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS FOR ANY REASON.**

**COMMUNITY DEVELOPMENT WILL, TO THE GREATEST EXTENT FEASIBLE, GIVE PREFERENCE IN THE AWARD OF CONTRACT TO INDIAN ORGANIZATIONS AND INDIAN-OWNED ECONOMIC ENTERPRISES.**

## **Bidding notes:**

1. Submit proposal in lump sum (supply and install), not to exceed amount.
2. All Contractors (including subcontractors) must comply with Davis Bacon wage requirements.
3. All Contractors should provide the following along with their bid submittal:
  - a. Completed and signed MLB Community Development Construction Bid Form
  - b. Completed schedule of values (billing worksheet page 2).
  - c. A copy of Current MLB Vendor's License (or a copy of the submitted application)
  - d. A copy of Current Insurance Certificate
  - e. A copy of valid State of Minnesota Contractor's License
  - f. A copy of Authorized Signature Sheet (submitted with first bid submittal)\*Bidder may be required to provide schedule of values before a contract is awarded, as such inclusion is to their advantage.
4. All Contractors must comply with all Mille Lacs Band of Ojibwe American Indian Employment requirements (see 18 MLBSA § 5). Contact Lori Trail at (320) 532-4778.

## **All proposals must be mailed and labeled as follows:**

**Mille Lacs Band of Ojibwe  
Commissioner of Community Development  
Sealed bid: 45437 Timber Trails Rd  
PO Box 509  
Onamia, MN 56359**

\*\*Please note that the bids submitted via mail to the P.O. Box. FedEx and UPS will not deliver to a P.O. Box and the Onamia post office will not accept hand delivered items. Please plan accordingly to ensure the timely receipt of your bid submittal. **Do not require delivery signature.\*\***

**\*\*The Band reserves the right to reject any bid that it is unable to collect at the Onamia post office by the bid deadline date and time, provided that the Band has made diligent and reasonable efforts to collect the bid. The Band reserves this right even in the event that the bid has been postmarked before the deadline.**

**PROPOSALS NOT SUBMITTED IN THIS MANNER WILL BE REJECTED.**

**Licensing:**

Firms must be licensed with the Mille Lacs Band of Ojibwe. A copy of this license (or the license application) must accompany each bid. Licensing process can take several weeks. If you are not currently licensed with the MLBO, please submit a copy of your license application along with your proposal. Contact Elizabeth Thornbloom at (320)532-8274 or via email at [ETHornbloom@grcasinos.com](mailto:ETHornbloom@grcasinos.com) with questions regarding licensing and for the license application.

**PERMIT AND CONTRACTOR REQUIREMENTS:**

Permits: Contractors are responsible to attain all necessary permits for all work, including Mille Lacs Band of Ojibwe (MLBO) Permits.

**Bonding Requirements: In accordance with Mille Lacs Band Title 7 as updated in Band Ordinance 07-22. Please note that bonding requirements on Mille Lacs Band Funded Residential projects has changed.**

Band Ordinance 07-22 states the following:

For all Band funded residential construction projects, a performance bond is required for contracts in excess of \$100,000.00.

**SECTION II – BIDDING FORMS**

Bidding Requirements and Contract Forms

COMMUNITY DEVELOPMENT  
PROJECT MANAGEMENT

**FY 2024 CONSTRUCTION BID FORM**  
**REQUIRED FOR ALL BIDS**

**FIRM NAME:** \_\_\_\_\_

**JOB/PROJECT: 45437 Timber Trails Rd**

**LUMP SUM PRICE:**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**BID ALTERNATE #1 (Deduct for Hallway Toilet & Flooring):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value for Toilet) (Dollar Amount)

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value for Flooring) (Dollar Amount)

**BID ALTERNATE #2 (Deduct for Rear Deck Reduced Scope):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**BID ALTERNATE #3 (Deduct for Hall Bathroom Reduced Scope):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**BID ALTERNATE #4 (Deduct for Basement Entry Door):**

\_\_\_\_\_ \$ \_\_\_\_\_  
(Written Value) (Dollar Amount)

**Acknowledgement of Addendum(s):** 1) \_\_\_\_\_ date 2) \_\_\_\_\_ date 3) \_\_\_\_\_ date

**BID GUARANTEE PERIOD:**

I agree to hold this bid open for a period of **90 days** after the bid opening. If this bid is accepted I agree to execute a Contract and/or a Purchase Order with the Mille Lacs Band of Ojibwe along with furnishing all required bonding (if required) and insurances.

**TERO COMPLIANCE:**

I understand that this company, its subcontractors and all employees performing work on this project will be expected to comply with all Mille Lacs Band TERO Compliance Regulations. Upon being informed that I will be awarded a contract for this project, I will submit all required TERO Compliance Plans directly to the MLB TERO Office for review and approval.

**Acknowledgement of TERO Compliance:** \_\_\_\_\_

**ATTACHMENTS TO INCLUDE: Failure to provide any of these attachments may result in bid disqualification.**

- o MLB BID FORM (MUST BE SIGNED & ACCOMPANIED BY SCHEDULE OF VALUES)
- o MLBO VENDOR LICENSE      o COPY OF CURRENT INSURANCES
- o COPY OF MN CONTRACTOR'S LICENSE

**NAME:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FIRM NAME:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_